

## Health Screen: Category I

## 1. Enter Participant number in the Participant Or Family # field:

-				
Q	Participant	Or Family #	go	

OR

If The Participant Number Is Not Known Follow Step 2.

## 2. Click on Participant/Family Search:



### 3. Participant / Family Search:

- If this participant is not in WISPr, enter the RA's Last, First name and their Date of Birth.
- If the participant is already in WISPr enter their Last, First name and their Date of Birth.

Search for  Oall Family Participar	nt			
Last Name:	First Name:	Date of Birth:	SSN:	
White	Drake	1/21/2014		SEARCH

#### 4. Click on Search button:

**NOTE:** This action checks to see if the participant is already in the WISPr system.

# 5. Click on line item with RA's name and their Participant Summary will display:

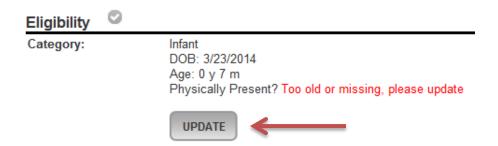
FID	PID	First ^	ΜI	Last ^	CAT	DOB	
F076722	2043938	Drake	Н	White	I	01/21/2014	<del></del>

#### 6. Click on Health Screen Due:



## 7. Eligibility View:

• Physical Presence (Participant page > Edit Participant)



## 8. Eligibility Update View:



**NOTE:** You have to select 'no' for the 'reason for absence' drop down selection to become visible. Must save work before closing window.

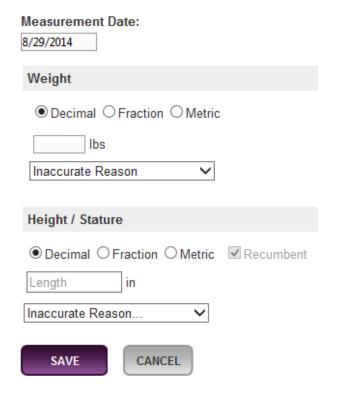


### 9. Health Assessment View:

• Anthropometrics (Nutrition Assessment > Health Assessment > Anthropometrics tab)



## 10. Health Assessment Update View:



**NOTE:** Must save work before closing window.

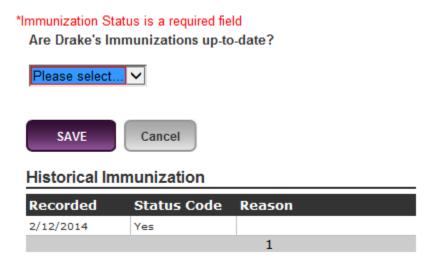
#### 11. Immunization View:

Immunization: Immunization Status too old or missing, please update

UPDATE



### 12. Immunization Update View:



**NOTE:** If staff enter 'no' or 'forgot records' under immunizations, a required referral will automatically generate. Must save work before closing window.

## 13. Feeding Tab View:

Feeding History: Feeding information too old or missing, please update.



## 14. Feeding Tab Update View:



Revised: 11/12/2014

**NOTE:** Must save work before closing window.

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#### 15. Assessment Interview:

• Assessment Interview (Nutrition Assessment > Assessment Interview)



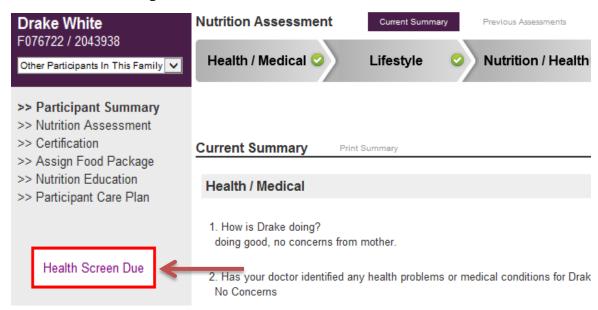
By clicking this button you will leave this page.

## 16. Assessment Interview Update View:



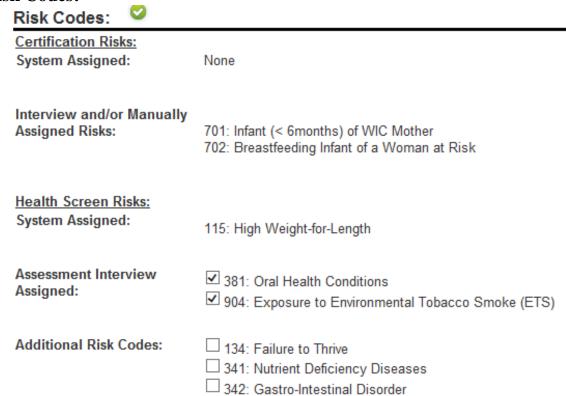
**NOTE:** Select Health/Medical to begin inserting answers.

## 17. Assessment Complete Click Health Screen:





#### 18. Risk Codes:



**NOTE:** Staff has ability to assign additional risk codes.

# 19. Select Complete Health Screen Sections to Save Work and Complete the Health Screen Before Moving To Care Plan:

COMPLETE HEALTH SCREEN

**NOTE:** WISPr automatically updates data entered in each area required for Health Screen completion (visible with a green check mark), There is no need for the 'Run Health Screen Check' function.

#### 20. Create and Save Care Plan:

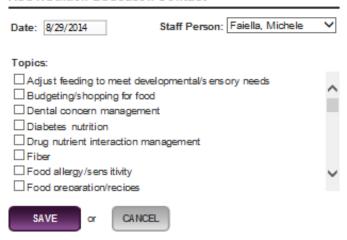
Health Screen Result: Completed. Do not forget to create Care Plan

0



#### A. Nutrition Education View:

#### Add Nutrition Education Contact

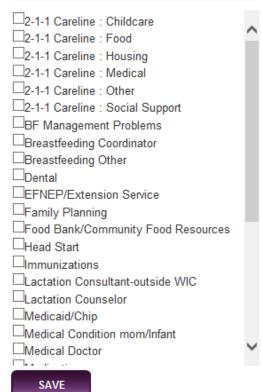


**NOTE:** Must save work before closing window.

#### **B. Referrals View:**

## Select Referrals:

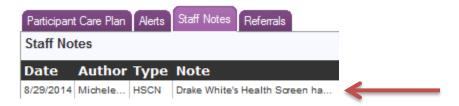
Revised: 11/12/2014



**NOTE:** Must save work before closing window.

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# 21. Health Screen Note Of Competition Automatically Generated. If Desired, Click On Line Item To Open Note:



**NOTE:** Staff may edit contents of note.

### 22. Edit:



**NOTE:** Staff may edit contents of Health Screen within 24 hrs.

# 23. If Desired, Click On Cert Summary To View The Participants Certification Summary:

Cert Summary

Revised: 11/12/2014

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